

2.6 Sexual Harassment Policy

In accordance with Title VII of the Civil Rights Act of 1964 and following the guidelines of the Equal Employment Opportunity Commission (EEOC), it is the policy of the *SYSTEM NAME* that sexual harassment will not be tolerated by an *SYSTEM NAME* employee. This includes actions by supervisors to employees, employees to employees, and/or employees to customers.

Specifically, the following actions shall be termed violations of this policy: unwelcome sexual favors, and other verbal or physical advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. These general categories may include:

- sex-oriented verbal "kidding" or epithets;
- lewd comments such as questions about sexual activity or preferences.
- derogatory comments or slurs;
- obscene gestures;
- propositions;
- physical assaults and advances;
- other physical contact such as patting; pinching or constantly brushing against another's body;
- subtle pressure for sexual activity;
- harassing phone calls or notes; and
- display of obscene or derogatory posters, centerfolds, cartoons or drawings.

Violations of *SYSTEM NAME*'s policy on sexual harassment will be subject to disciplinary action up to and including discharge from employment.

Violations of this policy should be reported immediately to the *Responsible position*. *SYSTEM NAME* will respect and maintain to the maximum extent possible the confidentiality of the offended party.